

DEPUTY DIRECTOR
FOR
OPERATIONS
ANNUAL PERSONNEL PLAN

DDO APP

S E C R E T

PERS 40-1023 25X1

Approved For Release 2005/08/02 : CIA-RDP82-00357R001000070007-1

21 FEB 1980

MEMORANDUM FOR: Deputy Director of Central Intelligence

THROUGH: Director of Personnel
Policy, Planning, and Management

FROM: John N. McMahon
Deputy Director for Operations

SUBJECT: FY 1980 Annual Personnel Plan (APP) Analysis

REFERENCE: D/PPP&M Memo to all DD's dated 31 January
1980; same subject

1. The Annual Personnel Plan (APP) projections are often affected after the submission of the APP by changing situations and requirements and by changes in managerial policies.

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3. The DO has recently tasked its EEO officer and Women's Coordinator to undertake special and aggressive efforts to recruit Black and Female professional applicants. Through these efforts, as well as those of OPPP&M, we hope to increase our professional minority strength during FY-80.

4. In reviewing the DO FY-79 achievements, it will be noted that we underestimated some of the goals, especially in the "gains" category. Part of this can be attributed to the fact that subsequent to the submission of the Directorate APP there was a change made in the funding of Career Trainees, wherein new CT's and those in training would be charged to the Directorate ceiling rather than to the Office of Training.

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result, the realized gains exceeded our early APP estimates

5. The losses projected in the FY-79 APP were under-estimated

Part of this can be attributed to the fact that people who retire under Discontinued Service are reflected on the computer listings as resignations and not retirements.

6. The Directorate exceeded the total promotion goals However, at a few levels, promotions were less than the APP projections. During the year these promotion quotas are adjusted upward or downward based on the OPPP&M's Computed Career Service Grade Authorization (CSGA), which is the management tool for controlling the maximum promotion headroom at each grade level. In those cases when promotions were less than the earlier APP projections the downward adjustment was made to avoid reducing future headroom excessively or because we did not have a sufficient number of individuals found qualified by the Evaluation Boards.

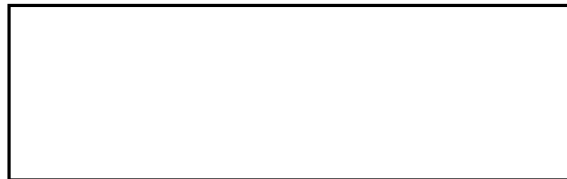
7. The total number of PRA's increased during FY-79

system and the fact that promotion headroom is based on the Career Service Grade Authorization method, rather than on the grade of the position that the employee is encumbering at the moment, will continue to cause a number of PRA's in addition to those resulting from normal assignment problems, and from the time lag between table of organization planning and the results from position allocation and approving procedures.

8. Statistics concerning promotions for Professional Minority employees shows that all categories exceeded the goals set.

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9. Employees who ranked in the low three percent for performance in FY-79 have been provided career counseling, with the exception of two who are currently assigned overseas and not available for counseling. A number of these employees have been reassigned, resulting in improvement in performance, in most cases. In one case, the employee has been advised that after further evaluation of his performance by his panel, he has been declared surplus to the needs of the Directorate.



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Attachment: Referenced Memorandum